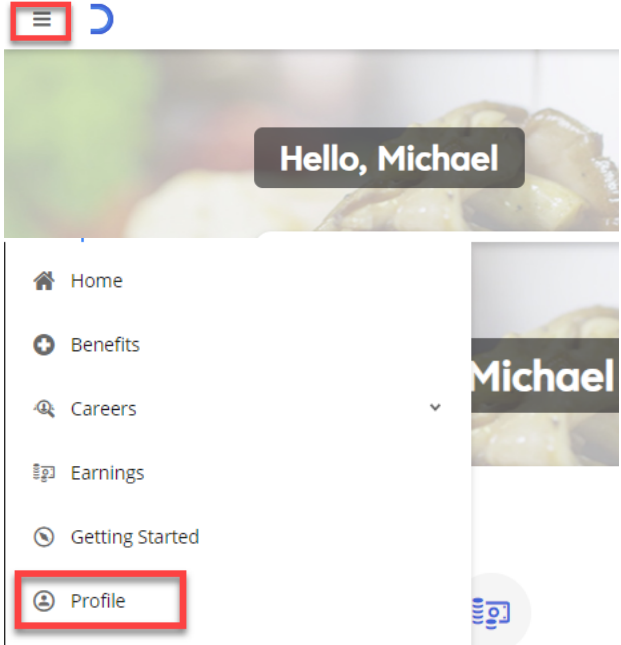
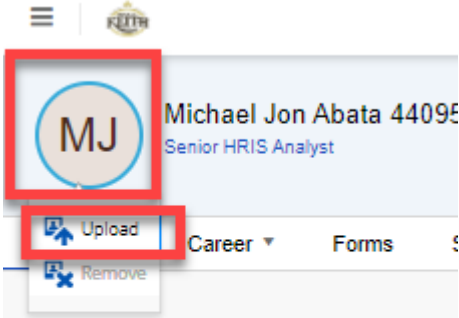
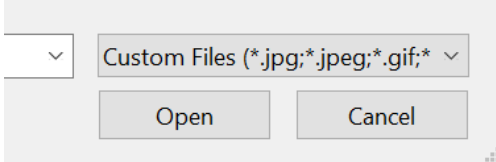





How to	Add a Profile Picture
Profile Picture	Add a profile picture to your profile.
Click <b>Profile</b> from the <b>Menu</b> button.	 <p>A screenshot of the application's main menu. At the top left, there is a blue 'Menu' icon (three horizontal lines) and a blue circular logo. Below these is a large banner image with the text 'Hello, Michael' in a dark grey box. A white menu is open, listing several options: Home (with a house icon), Benefits (with a plus icon), Careers (with a magnifying glass icon), Earnings (with a document icon), Getting Started (with a clock icon), and Profile (with a person icon). The 'Profile' option is highlighted with a red rectangular box.</p>
Click on the <b>Circle</b> and then click on <b>Upload</b> .	 <p>A screenshot of the user's profile page. At the top left, there is a blue 'Menu' icon and the Bene Keith Co. logo. Below these is a circular profile picture placeholder containing the initials 'MJ'. To the right of the circle, the user's name 'Michael Jon Abata 44095' and title 'Senior HRIS Analyst' are displayed. Below the profile picture, there is a dropdown menu with two options: 'Upload' (with an upload icon) and 'Remove' (with a remove icon). The 'Upload' option is highlighted with a red rectangular box.</p>



How to	Add a Profile Picture
<p>Select your picture from your computer and click <b>Open</b>.</p>	 A screenshot of a file selection dialog box. It features a dropdown menu on the left with a downward arrow, currently showing "Custom Files (*.jpg;*.jpeg;*.gif;*)". Below the dropdown are two buttons: "Open" and "Cancel".
<p>You will then see your picture when you log out and log back in.</p>	 A screenshot of a user profile card. On the left is a circular profile picture of a man with short dark hair. To the right of the picture, the name "Michael Jon Abata 44095" is displayed in a bold, dark font, with "Senior HRIS Analyst" written below it in a smaller, lighter blue font.